

She's on Her Way

MINUTES

JULY 24, 2018

2:00P.M.

CARVEL STATE OFFICE BUILDING

MEETING CALLED BY	Sherese Brewington-Carr, DCW subcommittee Chair
TYPE OF MEETING	Event Planning
FACILITATOR	Sherese Brewington-Carr
NOTE TAKER	Stella Harrison
TIMEKEEPER	
ATTENDEES	Sherese Brewington-Carr, Trudy Mifflin, Roasalia Velazquez, Linda Burnett, Marian Palley, Melanie Ross Levin, Shaleah Sutton and Carling Ryan

Agenda topics

EVENT DATE

DISCUSSION	The following dates have been suggested for the event: March 1, 4 and 8, 2018. As part of the discussion, we talked about the need to have the event as part of Women’s History Month but also not conflict with other events OWAA might want to do.		
CONCLUSIONS			
The following dates will be considered to have the She's on Her Way Event: March 1st, 4th, or 8 th , 2018.			
ACTION ITEMS		PERSON RESPONSIBLE	DEADLINE
Governor's Office to be called for use of Buena Vista		Melanie	8/30/2018

VENUE

DISCUSSION	Buena Vista was the venue everyone decided on. Buena Vista takes reservations 6 months in advance. The Governor's office can use the Buena Vista facility for free.
CONCLUSIONS	The Governor's office will be notified of our need to use Buena Vista for the She's on Her Way event. Melanie will contact the Governor's office to see if she can get the facility for the dates of March 1, 4, or 8th.

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

**BUDGET
COMMITTEE**

DISCUSSION		
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

MARKETING

COMMITTEE

DISCUSSION		
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

OTHER/MEETING DATES

COMMITTEE

DISCUSSION	Next meeting date will be October 18, 2018.	

CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

OBSERVERS	
RESOURCE PERSONS	
SPECIAL NOTES	<p>The purpose of this event is to honor younger women in Delaware in the same way the Hall of Fame honors older women. She's on Her Way was first done by the Commission with a tea at Buena Vista. The event was well received in the past. Sherese Brewington-Carr will share past resources from the Commission regarding this event.</p> <p>OWAA voiced that they do not have the capacity to lead the charge on this event like Hall of Fame. Instead OWAA staff would like a supportive role.</p>